

## Tippecanoe County Community Corrections

2800 North 9th Street Road Lafayette, IN 47904 Phone: 765-742-1279 Fax: 765-423-2896



Upon Sentencing or Pre-Trial Orders to Tippecanoe County Community Corrections:

- 1. Contact TCCC at 765-742-1279 extension # 1 (for intake).
- 2. Make an Appointment to sign-on. You are responsible for contacting us in regard to your appointment, we will not call you.
  - a. You will be scheduled a time and date to arrive.
  - b. Read the Handbook prior to your arrival for you sign on.
    (<a href="http://www.tippecanoe.in.gov/egov/documents/1408647395">http://www.tippecanoe.in.gov/egov/documents/1408647395</a> 81785.pdf)
  - c. Remove from your home any drugs, drug paraphernalia, weapons, alcohol prior to signing on to the program.
- 3. The day you sign on:
  - a. Do not be late, you will be turned away and a reschedule fee will be required for a new appointment.
  - b. Do NOT show up intoxicated in any form, you will be turned away and possible police involvement may occur.
  - c. If you do NOT have a valid license, do not drive, you will be charged with a new crime by Law Enforcement.
  - d. Expect to be at TCCC for a minimum of two (2) hours for your sign-on.
    - i. You will sign the complete handbook packet.
    - ii. You may possibly have your DNA taken via mouth swab.
    - iii. An IRAS assessment will be completed.
    - iv. You will be assigned a case manager at this time.
    - v. If you are on home detention you will have your equipment placed on you at this time.
    - vi. You will create your first weeks schedule so know what you need to be doing for the week following your sign-on i.e. work schedule, doctor appointments, 12- step meetings.